Approved For Release 2008/04/30 : CIA-RDP85B01152R001101440012-6

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OPTIONAL FORM 41 (Rev. 7-76) Prescribed by GSA FPMR (41 CFR) 101-11.206

Approved For Release 2008/04/30 : CIA-RDP85B01152R001101440012-6 EXECUTIVE SECRETARIAT **Routing Slip** INITIAL DATE **INFO ACTION** TO: DCI DDCI **EXDIR** D/ICS 5 DDI 6 DDDA DDO DDS&T Chm/NIC 10 GC IG 11 12 Compt 13 D/EE0 14 D/Pers 15 D/0EA 16 C/PAD/OEA 17 | SA/IA 18 AO/DCI C/IPD/OIS 20 21 22 **SUSPENSE** Remarks: FYI only Executive Secretary
9/9/83

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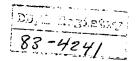
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THE WHITE HOUSE

WASHINGTON

September 16, 1983

Executive Registry
83-4543



MEMORANDUM FOR DEPARTMENT AND AGENCY HEADS

DOWN REGISTRY

FROM:

SUBJECT:

CRAIG L. FULLER

WHITE HOUSE MANAGEMENT CONFERENCE

FOR NON-CAREER EXECUTIVES

President Reagan has regularly expressed his strong personal interest in the quality of management in his Administration. As one facet of his management initiatives, we have scheduled the second management conference for non-career Senior Executive Service members. It will be held October 12-14.

The conference will provide the opportunity for non-career executives to increase their understanding of the key management organizations and the key management objectives of this Administration. We also hope to enhance their sense of membership in this Administration's management team.

Katherine Anderson of my staff will be in touch with your coordinator concerning details and selection process for this conference.

I know that we will be able to count on your full support of this important management initiative.

